UNITED
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Secretariat

ST/IC/1993/25
6 May 1993

INFORMATION CIRCULAR

To: Members of the staff

From: The Director of Personnel

Subject: THE 1992 GENERAL SERVICE PROMOTION REGISTER
G-6 LEVEL

1. The Secretary-General, having considered the recommendations of Working Group II of the Appointment and Promotion Panel, has approved the following promotion register for staff members at the G-5 level for promotion to the G-6 level of the General Service category:

TO G-6

Mr. Hugh A. AMEDEE
Mr. Mohamed AMEER
Ms. Diane E. BARKLEY
Ms. Anne Marie BERNADEL
Ms. Ellen BESSON
Ms. Mary BRADLEY-ABDALLAH
Ms. Zoveida CAMPMANY
Mr. Varughese CHERAPPURATHU
Ms. Sylvie D. COHEN
Ms. Marybeth CURRAN
Ms. Carlita DE GUZMAN
Ms. Susan DESOUZA
Ms. Janet EDWARDS
Ms. Lillian GATCHALIAN
Mr. Leslie HORATIO
Ms. Noreen HORAN
Ms. Lily HTAY
Ms. Clare KANE
Mr. Julio W. KLASTORNICK
Ms. Maria KOKOLAS
Mr. Don B. LEUS
Ms. Susan LOSI
Ms. Emily MA
Ms. Pearl MCFARLANE-MYRIE
Ms. Carmen MICHEL
Ms. Jane MINDLIN
Ms. Lydia MOKLEBUST
Ms. Karen MOORE
Ms. Dominique PARCHET
Mr. Vladimir R. REYES
Mr. Sunil RODRIGO
Ms. Maria Elena SILVA
Ms. Elise Whitney SMITH
Ms. Monica TIONGSON-EPPERT
Ms. Joan C. WILSON
Mr. Dennis J. WONG

2. Promotion from the register will be authorized by the Director of Personnel in the context of staffing table resources and departmental wishes. The earliest date of promotion from this register will be 1 July 1992. The latest date will be 30 June 1993 bearing in mind that the register year runs from 1 July 1992 to 30 June 1993.

3. Due to the restructuring of the Field Operations Division and the Department of Economic and Social Development, an addendum to the promotion register will be issued at a later date for those offices.

Recourse procedure

4. It should be noted that promotion necessarily depends not only upon a staff member's intrinsic merit and seniority but upon a comparison of his or her overall qualities with those of his or her colleagues in a situation limited by the availability of posts. Although the reviewing authorities make every effort to ensure that a staff member's case for promotion has received full consideration, it is conceivable that the data presented in his or her case may have been incomplete in some significant respect. For this reason, the recourse procedure described below has been established.

5. If a staff member believes that his or her name has been omitted from this promotion register because of incomplete information placed before or available to the Appointment and Promotion Panel, he or she may write to the Chairperson of the Panel, giving grounds for his or her belief. Such recourse letters in twelve copies must be submitted within one month of the publication date of this circular and should be addressed to the Chairperson of Working Group II, Appointment and Promotion Panel, through the Secretary of the Panel, Room S-2560B.

6. Any additional information brought to the attention of a reviewing body by a staff member will be examined with a view to determining whether, had it been known at the time of the initial review, it would have warranted the inclusion of his or her name in the register. If a vacancy has arisen which could have been projected at the time of the promotion review or on which information was not provided to the appointment and promotion bodies, these bodies may take that into account when reviewing recourses. The same holds true in cases where the reviewing body would have recommended the inclusion of a staff member's name on the register had it not been for the unavailability of a post and a suitable post unexpectedly becomes vacant within the organizational unit concerned prior to completion of the promotion exercise.

7. The attention of staff members is drawn to the fact that recourse is a matter strictly between the staff member and the particular reviewing body. Therefore, only material submitted by a staff member in his or her name and on his or her behalf will be considered. Staff members are also advised that letters of recourse will be included in their official status files.

8. The appointment and promotion bodies will decide what further recommendation, if any, they should make to the Secretary-General on the basis of the recourse letters submitted to them.

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ST/IC/1993/25/Add.1
13 August 1993

INFORMATION CIRCULAR

TO: Members of the staff

FROM: The Director of Personnel

Subject: THE 1992 GENERAL SERVICE PROMOTION REGISTER
G-6 LEVEL

Addendum

1. The Secretary-General, having considered the recommendations of the Appointment and Promotion Panel, has approved the following additions to the promotion register for staff members in Field Operations Division and the former Department of Economic and Social Development at the G-5 level for promotion to the G-6 level of the General Service category:

To G-6

Ms. Milagros AL MANZOR-BANAGALE
Ms. Evelyn ALVIR
Ms. Lynda BRINDLEY
Ms. Magali CABAN
Ms. Silvina COLICCHIA
Ms. Gaynor COTE
Ms. Joan DE ANGELIS
Ms. Margarita DIMAYUGA
Mr. Alfonso M. EDWARDS
Mr. Steve R. FERREL
Ms. Christina FREEDMAN
Ms. Sandra GOLDBERG
Ms. Leila HIRJI
Ms. Maria JAKOSALEM
Ms. Ivy JOSEPH
Ms. Leslie LAWRENCE
Ms. Carol Ann LOUIS
Ms. Francoise NICOLAS
Ms. Evelyn TAN
Ms. Maria Dolores TANPINCO
Ms. Victoria U. TEODORO
Ms. Juanita VALENZUELA
Ms. Maria E. VAN NOTE
Ms. Janice YEE-WEI-HONG

2. Promotion from the register will be authorized by the Director of Personnel to the extent possible, depending on the availability of posts. The earliest date of promotion from this register will be 1 July 1992. The latest date of implementation will be 30 June 1993.

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3. Staff members who believe that their claim to promotion has not received proper or full consideration because of incomplete information placed before or available to the Appointment and Promotion Panel may avail themselves of the recourse procedure announced in information circular ST/IC/1993/25 of 6 May 1993.

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